



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, April 13, 2015**

Present:

Mayor Blomberg
Trustee Feldman
Trustee McDonough
Trustee McAllister
Village Attorney Simon
Chief of Police Kinsey
Public Works Director Woodbury
Village Planner Robles
Engineering Supervisor Horne

Trustee Brandt
Trustee Grujanac
Trustee Servi
Village Clerk Mastandrea
Village Manager Burke
~~Finance Director Peterson~~
Community & Economic Development
Director McNellis

ROLL CALL

Mayor Blomberg called the meeting to order at 7:18 p.m., and Village Clerk Mastandrea called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of the March 23, 2015 Committee of the Whole Meeting Minutes.

The minutes of the March 23, 2015 Committee of the Whole Meeting were approved as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.11 Preliminary Evaluation of proposed Annexation of 19.71 acres, Rezoning from the R1 to R4 Single-Family Residential Zoning District, and Special Use for a Planned Unit Development (PUD) for a proposed 52-unit townhome development at 14600 Riverside Road (KZF Stack, LLC).

Village Planner Robles provided a summary and background of the proposed Annexation of 19.71 acres, rezoning, and Special Use for a Planned Unit Development for a proposed 52-unit townhome development at 14600 Riverside Road.

Mr. Jeff Rothbart, from Stack Real Estate introduced Mr. Steve Friedman and Mr. Daniel Zivin, representatives of KZF Stack, LLC. Mr. Rothbart provided a presentation of the proposed 52-unit townhome development and request to annex into the Village of Lincolnshire.

Mr. Friedman provided information regarding the proposed designs and site plan for the 52-unit townhome development.

Trustee Brandt asked what the average sale price would be for the townhomes. Mr. Friedman noted the average price for the townhomes would range from mid \$500,000 to mid \$600,000. A brief conversation regarding the unit types and square footage followed.

Trustee Brandt noted a goal of the Village is to integrate pedestrian trails into different subdivisions and suggested KZF investigate connecting to the Des Plaines River trail.

Mayor Blomberg noted if the property is annexed, it appears the entire length of Riverside Drive adjacent to this parcel would then be incorporated into the Village. Village Planner Robles noted the Village would annex the length of Riverside Drive involved with the subject property. A brief conversation followed regarding the acreage involved, the buildable portion of the parcel, and flooding issues in the Village. Several Trustees noted concerns with the density of the proposed subdivision and if such a dense development could be accomplished given the history of flooding challenges in this area.

A discussion regarding the potential school impact and the types of individuals who would buy this type of housing project followed.

Mr. Rothbart asked for Board feedback on the proposed product type for the parcel. Mayor Blomberg noted he was not in favor of attached homes, and indicated he would be more in favor of single family. Trustee Brandt noted the price point seemed high for attached homes. Mr. Rothbart asked for direction regarding the Board not being in favor of the product type, and noted the Village's concern about school student generation impact would be worse if single family homes were proposed for this parcel. Trustee Brandt noted the Village would require a study be provided regarding school impact and explained that the Village has an agreement with the school districts of notifying school officials about possible new residential development.

It was the consensus of the Board for KZF to investigate flooding issues with Storm Water Management and re-visit the density prior to reporting back to the Village Board.

3.12 Consideration and discussion of Architectural Review Board recommendation regarding text amendments to various sections of Title 12, Sign Control, of the Lincolnshire Village Code, to revise and clarify requirements for permanent and temporary signs (Village of Lincolnshire)

Community & Economic Development Director McNellis provided a presentation regarding the Architectural Review Board (ARB) approval recommendation regarding text amendments to various sections of Sign Control of the Village Code to revise and clarify requirements for permanent and temporary signs.

Community & Economic Development Director McNellis made note of the revision for temporary signs to allow phone number and website information. Mayor Blomberg asked if staff is recommending either the phone number or the website address be allowed or will both items of information be allowed on temporary signs. Community & Economic Development Director McNellis noted there is a limitation of the number of items listed on the signs, but if space allows, both items of information would be permitted. Trustee McDonough asked if signs advertising space for lease are considered temporary signs. Community & Economic Development Director McNellis noted he would have to confirm if lease signs are listed as temporary and report back.

Community & Economic Development Director McNellis continued his presentation and noted another recommended change is to clarify ground signs shall be located on private property. Trustee McAllister asked when and what type of violations has staff noted regarding ground sign setbacks. Community & Economic Development Director McNellis noted if staff is doing their job correctly, there will not be violations related to commercial ground signs located on public property. However, staff felt it important to have this specific regulation called out in the Code.

Community & Economic Development Director McNellis continued his presentation and asked for Board feedback regarding sign separation of multi-tenant office wall signs. The ARB recommended a 15' separation and staff believes 15' may be too restrictive. Trustee McDonough noted only one sign would be allowed per frontage and agrees with the 15' separation. A brief conversation regarding the anchor tenant and restricting several tenants on a sign followed. Staff noted it would confirm what is proposed for multi-tenant wall signs.

Community & Economic Development Director McNellis provided information regarding proposed changes to multi-tenant industrial wall signs & awning/canopy signs. A conversation followed regarding the number of lines of message and the type of message allowed on awning/canopy signs. Trustees Feldman and McDonough noted they would recommend a maximum of four-line messages on awning/canopy signs. Staff will work to revise this section of the code and add in the requirement, awning/canopy signs need to face a parking lot. Staff requested direction related to repetition of products on awning/canopy signs. It was the consensus of the Board to allow repetition. Proposed materials of canopies were briefly discussed. Mayor Blomberg recommended Board members take note when driving around to observe other types of awning/canopy signs.

Community & Economic Development Director McNellis provided information regarding proposed changes to blade signs, umbrella signs, window signs, window wrap signs, and A-Frame signs. A brief discussion followed regarding issues related to A-Frame signs blocking sidewalks. Staff will include information in the revised sign code relative

to prevent blocking of sidewalks and define the types of material permitted for A-Frame signs.

Community & Economic Development Director McNellis continued with his presentation and noted Staff proposes to limit carry-out/to-go parking lot signs to 2 per restaurant. Different options were discussed to allow more carry-out signs depending on the size and type of restaurant. Staff agreed to revise the proposed language for carry-out parking lot signs based on the conversation and present it to the Board in the future for consideration.

Community & Economic Development Director McNellis provided information regarding proposed changes to temporary signs, project announcement signs, community banners and residential real estate signs. A brief discussion followed regarding riders/add-ons for real estate signs and the limitations in other communities.

Other proposed temporary sign changes were provided from staff. A discussion followed regarding the current Eddie Merlot temporary sign announcing their lunch menu and how the proposed changes will address that type of temporary sign. Village Planner Robles provided information regarding the permitting process, code limitations, and keeping businesses accountable for maintaining the temporary signs. Village Planner Robles noted staff could be more detail minded during the sign permit review process.

Community & Economic Development Director McNellis finalized his presentation.

Trustee McAllister asked if there were restrictions for political signs. Village Planner Robles stated that due to limitations under state law, the only limitations for political signs are size and placement.

It was the consensus of the Board for staff to make recommended changes to the proposed sign code and bring the draft ordinance changes back for Board review.

3.13 Consideration and discussion of a Zoning Board recommendation regarding Text Amendments to Chapter 2, Definitions, and Chapter 11, Off-Street Parking and Loading, of Title 6 – Zoning of the Lincolnshire Village Code, providing updates to the Village's off-street parking and loading regulations (Village of Lincolnshire)

Village Planner Robles provided an overview of the proposed changes regarding the Zoning Board's approval recommendation regarding text amendments for off-street parking and loading regulations.

Village Attorney Simon asked for clarification of the parking ratio for a shopping centers as it was not clear in the provided draft code. Village

Planner Robles confirmed shopping centers parking ratio are 1 space per every 200 square feet.

Mayor Blomberg asked if when calculating parking spaces to be constructed and the area of parking to be land banked, is stormwater storage requirements calculated based on what maximum parking would be. Village Planner Robles confirmed storage is calculated based on maximum parking area to be constructed including the area land-banked.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.2 Finance and Administration

3.3 Public Works

3.31 Consideration and Discussion of Acceptance of Proposal for Police Department Dispatch Area Remodel Submitted by Redmond Construction Company, Glenview, Illinois in the Amount of \$46,955.00 (Village of Lincolnshire)

Chief of Police Kinsey provided a summary of the plan and acceptance of a proposal for the Police Department dispatch area remodel. The bid came in approximately \$3,000 higher than the budget amount and staff believes there will be money available in other areas of the budget to cover the overage.

Trustee McAllister asked if all the bids were comparable since the bids were so different. Public Works Director Woodbury noted when bidding project, this type of drastic change can occur depending upon contractor interest in the specific opportunity. Staff checked the references of Redmond to verify they are a qualified bidder.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.32 Consideration and Discussion of a Contract for the Construction of the Village's 2015 Road Resurfacing Project to Peter Baker and Sons in an Amount not to exceed \$596,550.26. (Village of Lincolnshire)

Engineering Supervisor Horne provided information regarding a contract for construction of the 2015 road resurfacing project which was part of municipal partnering initiative with the City of Highland Park and Village of Bannockburn. The bid came in approximately \$105,000 over what was originally estimated due to the current market value of concrete. Staff has provided several options for the Village Board to consider, but staff is recommended moving forward with the contract.

Trustee McDonough asked what steps could be taken to mitigate the

cost. Engineering Supervisor Horne noted there are two potential areas that are not under the roadway where materials could be changed to HDPE to save money. Trustee McDonough asked how much of the project would involve the street being re-finished. Engineering Supervisor Horne noted approximately \$200,000 of the contract is for the street. The proposed storm sewer is what is bringing up the price due to the need to replace existing failing concrete storm sewer structures. A brief conversation took place regarding options which could have a negative impact on the other involved communities. Trustee Servi asked if the alternate material is designed to last as long. Engineering Supervisor Horne noted the alternate material is designed to last longer, but there is not the same type of structural testing data for usages of this material under paved surfaces. Trustee McDonough asked if there was any part of the project asphalt could be used instead of concrete. Engineering Supervisor Horne noted asphalt could not be substituted for the concrete storm sewer components.

Trustee McDonough asked Village Manager Burke if he had any budget solutions for a resolve to the price overage. Village Manager Burke noted staff does anticipate the Village will not be proceeding with stage two of the ITEP grant project in 2015. This will leave approximately \$200,000 unexpended at year-end which could be used to accommodate this overage in the 2015 Road Resurfacing Project. Village Manager Burke noted he believes the additional cost could be absorbed within the total General Capital Fund budget for the current year. The concrete for the underground is what is driving the cost, and it is this storm water repair work that is critical and needs to proceed. Village Manager Burke also noted this project is part of the Village's goal of taking an integrated approach to addressing various capital needs and not simply resurfacing a roadway in one year only to have to come back a year later to remove the new surface to replace failing storm sewer structures.

Trustee Grujanac asked how the residents will be notified. Engineering Supervisor Horne noted a flier went out to the residents, and a resident meeting will be taking place for notification. Village Manager Burke noted we encourage the residents involved to sign up for the weekly construction e-news for updates. Trustee Grujanac requested staff send the residents involved a detailed letter explaining the project.

Trustee McDonough asked if the Water and Sewer Fund is being utilized for the sewer portion of the project. Village Manager Burke stated this would be storm sewer so it is not a Water Fund related but a General Fund expense. Trustee McDonough asked if money could be transferred out of the Water and Sewer Fund for the cost of the sewer line. Village Manager Burke noted this expense is not really enterprise function, and the charges of water service do not function to offset costs of storm sewer. Village Manager Burke noted General Fund reserves were transferred to General Capital Fund so there are excess reserves currently in place as part of the appropriation to accommodate

this expense. In addition to this, there are MFT funds which have grown in reserves in recent years.

It was the consensus for staff to research the alternate material during the construction of the 2015 Road Resurfacing project.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.4 Public Safety

3.41 Consideration and Discussion of a Proposal to Create a New Liquor License Classification Permitting the Sale of Alcoholic Liquor in a Tavern for Consumption on Premises (Emporium Lake County)

Chief of Police Kinsey summarized the request to create a new liquor license classification permitting the sale of alcoholic liquor in a tavern for consumption on premises. If the Board approves this liquor license class, staff recommends establishing a beverage alcohol sellers and servers education and training (BASSET) program requirement for this new Class Q liquor license.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.42 Consideration and Discussion of a Request to Authorize Police Department Purchase of Two (2) Replacement Vehicles at a Cost of \$54,171 (Village of Lincolnshire)

Chief of Police Kinsey provided a summary of the request to authorize Police Department purchase of two replacement vehicles. \$53,000 has been budgeted for replacement vehicles this year but staff feels there is money in other areas of the budget to make up the difference of \$1,171.

Mayor Blomberg asked if the current vehicles that are being replaced will be auctioned off. Chief of Police Kinsey confirmed the current vehicles will be auctioned.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.5 Parks and Recreation

3.51 Receipt of Report Regarding Lincolnshire Sports Association (LSA) Plan to Install an Equipment Storage Structure at North Park (Lincolnshire Sports Association).

Public Works Woodbury presented a detailed report regarding Lincolnshire Sports Association (LSA) plan to install an equipment storage structure at North Park near Field 3.

Trustee Brandt asked if there was a way to expand the storage area near the main utility building and put the storage structure in the same general location. Village Manager Burke noted staff is investigating other areas to put the structure. Staff would like limited access to the existing shed to maintain the security of the Village storage yard and equipment. Different locations for the structure were discussed. Staff will research options for the location of the structure and report back to the Board.

3.6 Judiciary and Personnel

4.0 **UNFINISHED BUSINESS**

5.0 **NEW BUSINESS**

Community & Economic Development Director McNellis noted the Board received an e-mail about the potential proposal for the hotel south of Homewood Suites. Staff would like some direction from the Board to see if this is a use that would be considered at this location. It was the consensus of the Board they would be open to considering a hotel use at this location.

Community & Economic Development Director McNellis noted Blackdog Speed Shop is moving to 600 Barclay. One of the business activities Blackdog would like to do once moved, is to add a new component to their business which would involve the sale of race cars and luxury, specialty cars. Sales are expected to be approximately two or three per month. Blackdog Speed Shop will have a showroom inside the new location and would be proposing to potentially have a car or two outside in the parking lot during the daytime hours. This would not be a full-scale automobile dealership. Blackdog Speed Shop would like to proceed with a code amendment to permit this type of special use; in moving forward they would also need a Text Amendment. Community & Economic Development Director McNellis inquired about the Village Board's possible support of such a Text Amendment.

Mayor Blomberg asked if the cars in the parking lot would be put away at night. Community & Economic Development Director McNellis stated the cars would be put away at night. A discussion followed regarding other similar businesses in the area. Village Manager Burke noted they would register with the state to guarantee sales tax for the Village. It was the consensus of the Board that they would be open to considering a possible text amendment for an automobile sales use in the business park.

Trustee Brandt noted there is a 4th of July meeting in the Community Room at the Village Hall on April 22, 2015 at 7:00 p.m. and all are invited.

Trustee Brandt noted construction on the path along Port Clinton to Stevenson High School is expected to on May 4th, and is ahead of schedule to be installed prior to summer school and sporting events.

6.0 **EXECUTIVE SESSION**

7.0 **ADJOURNMENT**

Trustee McDonough moved and Trustee Grujanac seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Blomberg declared the meeting adjourned at 9:45 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk